



Minneapolis Field Federal Safety and Health Council

(TC FFSHC)

MEMORANDUM FOR TC-FFSHC MEMBERS

5 December 2013

FROM: Twin Cities FFSHC Vice Chair (Rob McGinn)

SUBJECT: Minneapolis FFSHC Minutes – 4th Quarter CY13

1. The Twin Cities FFSHC convened at 1300 on 5 December 2013 at the Ft. Snelling Officers Club. The purpose of this council is to provide a forum for discussion of, and solutions to, Safety, and Occupational Health related issues at federal agencies located within the Twin Cities metropolitan area. This council meeting is held in accordance with 29 CFR 1960, *Basic Program Elements for Federal Employees OSHA*. Council members are encouraged to share the information contained herein with every level of supervision.
2. Twin Cities Field Federal Safety and Health Council Vice Chair, Rob McGinn, welcomed attendees to the meeting. (Updated Contact Roster)
 - a. Introduction of all present members (17 council members in attendance).
 - b. Teleconference option: 6 attended via teleconference
 - c. Updates to the TC FFSHC are on the Minnesota Federal Executive Board (MN FEB) web site
 - d. Reminder to all members and federal agencies to recruit members for the council.
3. Old Business: Handed out and reviewed last council meeting minutes from 20 June 2013. 3rd Quarter FFSHC meeting was cancelled due to Government shut down issues.
4. Federal OSHA Updates presented provided by Regional OSHA Director, Mr. Mark Hysell:
 - a. Reminded the council the purpose of the council and the role OSHA provides to its members.
 - i. Congratulated the council for all its work over the past several years. The TC FFSHC was recognized in June 2013 as a Superior Performance safety council for CY 2012. Only 11 Safety Councils receive this national award. The Duluth Council was also recognized.
 - ii. Go to: <http://www.minnesota.feb.gov/councils/federal-safety-health-council> for copies of the award documents
 - b. Provides information on Federal OSHA programs, changing regulation and current safety emphasis.
 - c. Reminder that OSHA has a safety assistance program available to all Federal agencies and organizations.
 - d. Targeting inspection in Region 5
 - i. Goal is 5 in section under Directive # CLP04-00LEP025
 - ii. National emphasis program to come out in January
 - iii. All organization who show up on the list must be inspected
5. Minnesota OHSA Update: POC is Jim Krueger, No updates at this time.
 - a. Reminder: If you have local contractor companies doing work at your facilities, they might fall under MN OSHA



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6. Minnesota Federal Executive Board (MNFEB) POC Mr. Joe Schmitt (Director)
 - a. No updates at this time. See web site for latest information.
 - b. MN FEB Web Links:
 - i. The Minnesota FEB new web site: <http://www.minnesota.feb.gov/>
 - ii. The Twin Cities Field Federal Safety and Health Council (TCFFSHC) web site at: <http://www.minnesota.feb.gov/councils/federal-safety-health-council>
 - iii. FEB Safety Training is also available via the FEB web site: <http://www.minnesota.feb.gov/index.php/register/training>
7. New Business:
 - a. Nomination / Election of new TC FFSHC Leadership
 - i. **New Council Chair: Matt McCoy** (matt.mccoy@va.gov)
 - ii. **New Council Vice Chair: Matt Griffin** (matthew.griffin.3@us.af.mil)
 - iii. **New Council Secretary: Chayo Smith** (chayo.smith.1@us.af.mil)
 - b. Benchmarking sessions: Question and answers
 - i. Question of Mark Hysell about Arch Flash training requirements. Mr. Hysell will research and provide feedback to the council.
 - ii. Mr. Hysell promoted the OSAH web site to get details on upcoming items.
 - New Electronic OSHA forms (300)
 - Changing regulations and coming updates
 - Information Sharing coming on 14 January
 - Temps and Volunteers on OSHA 300
 - Local Emphasis Program Protocol is going away
 - Sites are selected randomly for inspection
 - No sites were on the national list in 2013
 - c. Plan for what topics will be planned for future council meetings
 - i. OSHA Inspection Process: What to do?
 - ii. Survey Review
 - iii. Follow-up to Global Harmonization System program
 - iv. Getting Leadership Involvement in Safety
8. Do Outs for FFSHC:
 - a. Federal Safety Professional recruitment
 - b. Post updated FFSHC documents out on FEB new web site
 - c. Complete annual council report and send to Mr. Hysell at OSHA
9. Next Meeting: The next TC FFSHC is scheduled for:
 - a. Thursday, March 6, 2014
 - b. Time: 1:00pm
 - c. Location: Ft. Snelling Officer Club
 - d. Teleconference call in number: 877-918-7338 Participant code: 8307463
 - e. Training Items: OSHA Inspection Process. "What to do"



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f. See document below for directions

10. Thank you for the opportunity to serve as your Twin Cities Field Federal Safety and Health Council leadership over the past two year.

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Secretary, FFSHC
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Rob McGinn
Vice Chair, FFSHC
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Duke Lang
Chair, FFSHC
(612) 713-2552

Calendar Year 2014 Schedule and Tentative Topics:

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Meeting Date/Time	Thursday 6 Mar 2014 1:00 pm – 2:00 pm	Thursday 5 June 2014 1:00 pm – 2:00 pm	Thursday 2 Oct. 14 1:00 pm – 2:00 pm	Thursday 4 Dec 14 1:00 pm – 2:00 pm
Meeting location	Ft. Snelling Officers Club	To Be Discussed	To Be Discussed	To Be Discussed
Presentation	OSHA Inspection Process and what to do	TBD	TBD	Leadership Safety Involvement
Presenter	Fed. OSHA Mark Hysell	TBD	TBD	TBD



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***Officers' Club at Ft. Snelling**

395 Highway 5 and Post Rd, St Paul, MN 55111

The historic Fort Snelling Officers' Club is located just south of the Minneapolis-St. Paul International Airport, on Highway 5 and Post Road, at the Fort Snelling State Park entrance.

From Southwest/West/Northwest:

Take I-494 East. Take Exit 1-A on to MN-5 towards MSP Terminal 1. Follow signs for Post Road. Turn Right at end of Exit ramp towards Ft Snelling State Park. Take first left turn towards Officer's Club.

From Southeast/East/Northeast:

Take I-494 West. Take Exit 1-A on to MN-5 towards MSP Terminal 1. Follow signs for Post Road. Turn Right at end of Exit ramp towards Ft Snelling State Park. Take first left turn towards Officer's Club.

From North (MN-62/MN-55):

Take MN-5 west/south towards MSP Airport. Just past the entrance to Terminal 1 is the Post Road exit. Turn left at end of exit ramp. Go straight towards Ft Snelling State Park entrance after crossing over MN-5. Take first left turn towards Officer's Club.

